

Classification

15

Approved For Release 2006/11/13 : CIA-RDP75-00399R000100140073-2
REPORTS INVENTORY

PREPARE IN DUPLICATE

DDS-OTR-LS-9

1. TITLE OF REPORT (If a fill-in report include Form No.) ANNUAL PROGRAM CALL -- RESPONSE TO PROGRAM CALL				2. TYPE OF REPORT	XXX STATISTICAL XXX NARRATIVE MACHINE-NAME LISTING
3. FUNCTIONAL AREA	PERSONNEL	XXX	TRAINING	ADMIN. GENERAL OTHER (specify)	
	LOGISTICS		SECURITY		
	MEDICAL	XXX	FINANCE		
4. NO. OF COPIES PREPARED 3	5. FREQUENCY (weekly, monthly, quarterly, etc.) Annual			6. DISTRIBUTION (No. of components not number of copies) 1	

7. FORMAT (memorandum, form computer print-out, etc)	8. ADP PROCESSING		9. DIRECTIVE AUTHORITY REQUIRING REPORT		
	YES	IF YES GIVE ADP PROCESSING NO.	XXX NO		

10. PREPARING COMPONENT (include lowest level contributing information to report) C/LS	11. FEEDER REPORTS (State total number and identify by Title, Form No., or nomenclature. Attach separate sheet if necessary.) 6 (Requirements submitted by Dept. and Branch Chiefs)				
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12. COST FACTORS

A. MANUAL PREPARATION AND REVIEW COSTS

GRADE	HOURLY RATE	X HOURS PER REPORT	=	COST PER REPORT	X TIMES PREPARED	=	COST PER YEAR
GS-14	11.00	40		440.00	1		440.00

B. COSTS OF COMPUTER PRODUCED REPORTS

TOTAL COSTS PER YEAR \$440.00

13. COMPLETE DETAILED JUSTIFICATION FOR THIS REPORT (in addition to directive or authority cited in item 9). IF KNOWN, INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT.

This report is a project of personnel and fund requirements based upon project needs for a given period in the future.

14. FUTURE GOALS

GOAL PROPOSED BY COMPONENT FOR THIS REPORT			ESTIMATED SAVINGS	
XXX	RETAIN AS IS	OTHER (explain)	MAN-HOURS	DOLLARS
	CHANGE		0	0
	DISCONTINUE			

16. DATE OF INVENTORY STAT	17. NAME AND TITLE OF PERSON FURNISHING INFORMATION Approved For Release 2006/11/13 : CIA-RDP75-00399R000100140073-2 Chief, LS	18. EXTENSION STAT
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